



Missouri State Recycling Program

Office of Administration | General Services | 573-751-3384

March 2019

DNR Transforms Office Food Waste to Compost

The Department of Natural Resources (DNR) steadily works towards their vision of balancing a healthy environment with a healthy economy to help Missouri citizens thrive. Not only is their Lewis and Clark State Office Building a masterpiece of sustainable design and construction designed to minimize the environmental impact, but their employees maintain a building-wide composting program.



Nine dedicated members, led by coordinator Stacia Bax, are involved in efforts to reduce food waste while creating a useable product that simultaneously helps increase building awareness of the Department's mission. Each volunteer signs up for a rotating two-week shift to empty compost buckets located in break areas on each of the four floors. The food scraps are deposited into compost bins made of recycled pallets located in the woods behind the building.

Approximately 200 buckets are composted annually, estimated to produce 4,000 pounds of compost. Helpful signs reminding people what can be composted are posted above the bins on each floor, along with the schedule noting the volunteer responsible for collection. The bins are rinsed after being emptied to prevent any unpleasant smells or insect activity.



Stacia Bax, volunteer coordinator of the DNR composting program.

In fiscal year 2018, statewide DNR operations composted more than 351,000 pounds of food waste and yard waste (leaves & tree limbs).

Food waste is one-fifth of the waste stream in the US, so being able to redirect food waste produced by a large state office building from a landfill while simultaneously producing a useable product for gardening is a worthwhile endeavor. Keep up the good work DNR!

Upcycling in the Spotlight



These Bottle 2 Pens are made from 86% post-consumer recycled plastic bottles, and they're refillable! These pens (and refills) can be purchased through the state's office supplies contract.

Missouri State Recycling Program



Mission Statement

The Missouri State Recycling Program partners with state employees and agencies to facilitate fiscally and environmentally responsible strategies for reuse and recycling of state property.

Recycling 101

How do I recycle cardboard?

Cardboard. It's everywhere. How should I recycle?

- Cardboard that is stained with grease for food needs to be landfilled (thrown away)
- Be sure other packaging (e.g., plastic wrap, foam packaging and peanuts, etc.) have been removed from box and are disposed of separately.
- Always flatten cardboard before placing it in the recycle bin.

Zero Waste Challenge

The Missouri State Recycling Program (MSRP) is coordinating a Zero Waste Challenge for this year's Earth Day event on April 26, and we need your help! All waste (trash and recyclables) will be weighed. We are challenging this year's participants to reduce the amount of waste compared to last year. One of the long-term goals of the Zero Waste Challenge is to encourage Earth day participants to strive for zero waste.

Earth Day participants are encouraged to:

- Keep recyclables as clean as possible to minimize contamination
- "Pre-cycle" by only purchasing #1 and #2-type plastic bottles and containers
- Recycle cardboard, aluminum cans, steel cans, and #1 and #2 plastics
- Consider ways to reduce the amount of food and packaging thrown away

In 2018, 44.2% of waste was recycled – help us top those numbers in 2019! Per capita waste (trash + material recycled) for 2018 Earth Day was .20 pounds per person.

Please send any submissions to recycling@oa.mo.gov. We'd love to see photos of you recycling at work, objects made from recycled products, or anything else recycling-related that you'd like to share!

Meet Your MIRC Members!



The Missouri Interagency Recycling Committee (MIRC) is composed of representatives from each of the state departments, and meets quarterly to discuss issues dealing with recycling collection, waste reduction, recycling market conditions, and recycled product procurement. MIRC functions as the liaison between the Missouri State Recycling Program and all other state of Missouri government agencies.

March's featured MIRC member is Nancy Tennison, a 28-year veteran of the State Treasurer's office who has been an active member of MIRC since 1993. She works in the Harry S Truman Building, where office paper, cardboard, aluminum cans, plastic bottles, tin cans, printer cartridges, rechargeable batteries, metal items, and computer equipment are recycled.

Nancy is proud to participate with her fellow state employees to practice sustainable recycling habits at work. The efforts of dedicated state employees, like Nancy, lead to the annual donation of \$30,000 from MSRP to the Heating Assistance Program, which helps low-income Missourians pay their energy bills.

Outside of her work as the Administrative Services Coordinator, Nancy is a member of the First Baptist Church of Eldon, where she serves as church clerk as well as preparing and serving meals as part of the hostess committee. A proud mother of two daughters (Sarah and Anna) and two grandchildren (Lydia and Eli), she also enjoys traveling and visiting friends and family from coast to coast. Nancy enjoys Rock the Park, a TV show featuring childhood friends that travel to all the national parks, which is a goal she is also working to achieve.

Reduce, Reuse, Repurpose!

Empty kitty litter containers make a great sealable compost bin – thanks for the great idea DNR! See article on previous page to learn about their building composting project.

Submit a photo of an item being reused or repurposed to be featured in the next issue!





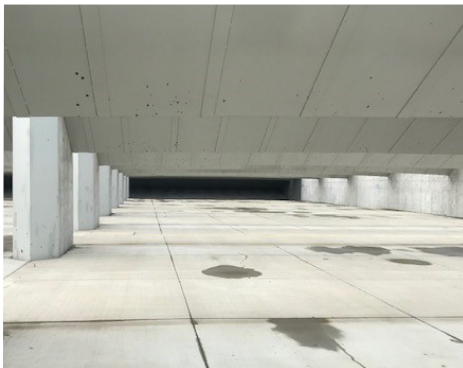
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June 2019

MDC Recovers and Recycles Spent Ammo

It probably won't come as a surprise to state employees that the Missouri Department of Conservation (MDC) takes recycling seriously – but did you know that they recycle spent ammunition from their five staffed shooting ranges?



View from the range looking towards the bullet trap

The staffed shooting ranges, located in the Springfield, St. Louis, and Kansas City areas, recycle lead, brass, and plastic. If an unstaffed range closes, lead is reclaimed and recycled by MDC. Private citizens can also recover spent ammunition from unstaffed ranges, for recycling or to reload the ammunition. MDC is also developing a lead management plan that will include periodic lead reclamation at unstaffed ranges when the lead concentrations in the soil reach a certain level.

The ammunition is recycled at staffed ranges through the use of a bullet trap, which funnels projectiles into a trap that drops the spent lead into buckets. The buckets are then emptied throughout the year on an as-needed basis, typically three or four times annually. These bullet traps have been successfully used to collect recyclable lead for more than 10 years. Spent shell casings and shotgun hulls are collected in barrels, and all the materials are recycled through the same vendor. The vendor sorts the materials, charges MDC a sorting fee, and takes that money out of the amount they pay MDC for the recyclable materials.



The buckets of the bullet trap

In calendar year 2018, nearly 56,000 pounds of materials were recycled, and via the cost-sharing contract with the vendor, MDC was paid more than \$18,000. (article continued on page two)

2018 MSRP Annual Report

The 2018 MSRP Annual Report is now available on our website! Visit https://oa.mo.gov/sites/default/files/FY18_Annual_Report.pdf to review.

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MDC Recovers and Recycles Spent Ammo (continued)

These recycling operations allow MDC to safely and responsibly dispose of lead and other recyclable materials. Money generated directly benefits MDC's mission of managing Missouri's fish, forests, and wildlife, while providing opportunities for all citizens to use, enjoy, and learn more about these resources.

Special thanks to Barbara Li, MIRC member, for the topic suggestion, and Justin McGuire, MDC Hunter Education and Shooting Range Coordinator, for providing the information and photos.



The front of the trap that funnels projectiles into the "mouth" of the trap – about a 3" horizontal gap that runs the entire length



The rounded "drum" section is a deceleration chamber that slows the projectiles before they are dropped into the buckets below

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June's featured MIRC member is Barbara Li, who has spent the last three of her 13 years of state service working for the Missouri Department of Conservation (MDC). Before MDC, she was an engineering consultant, and also

worked for the Missouri Department of Natural Resources. Working at MDC headquarters in Jefferson City gives Barbara the chance to recycle paper, cardboard, cans, #1/#2 plastics, light bulbs, and reusable batteries. As a design engineer and project manager, she also makes sure that materials are reused or recycled as appropriate during her construction projects.

Barbara was the driving force behind plastic recycling taking off at the Lewis and Clark Building, organizing a team of volunteers to participate. The building offered so many "green" features, she couldn't accept that they weren't recycling plastic. After a year or two, the program was so successful that plastic recycling was absorbed into the custodial contract. Barbara also initiated ink and toner cartridge recycling at MDC. Every few months, maintenance takes the collected cartridges to Staples and receives credits that help pay for office supplies. Her next goal is to get a glass recycling program started.

Barbara can also read and speak Chinese, inspired to learn by her husband, who is from China. She has two children (Aleena and Tiger), as well as a German Shepherd and a cat. In her free time, she also enjoys vegetable gardening. Being able to grab food straight from her backyard is an efficiency she enjoys. It's the same desire for efficiency that makes Barbara so passionate about facilitating and promoting recycling.

Call for Nominations!

Know someone who is a recycling champion? Nominate them for an award! State employees, departments, or agencies are eligible to be nominated for outstanding contributions in the areas of reuse, waste reduction, or recycling (collection & procurement). Nomination forms are available at <https://oa.mo.gov/general-services/missouri-state-recycling-program> under the "Annual Recycling Awards" heading.



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September 2019

MOREuse

MOREuse is your state agency reuse resource. Does your agency have items they no longer need, or are you looking for items on a limited or non-existent budget? MOREuse can help!

The Missouri State Agency for Surplus Property recently partnered with ITSD to create a new web-based application designed to make the transfer of surplus property from one state agency to another seamless. This application encourages reuse and recycling of state property and its use is limited to Missouri state employees. During fiscal year 2019, the estimated savings from agencies exchanging property on MOREuse was nearly \$300,000.

Prior to this project, MOREuse existed as an email list, which could be a frustrating experience for users. Members of the list would receive emails from other state team members with property they no longer needed – office furniture, supplies, toner cartridges, and more. Each post produced an email, which could quickly become overwhelming.

The only other option was to set up a “digest” mode, which would email the members once a day, but frequently by the time the digest emails went out, the property had already been claimed. New members joining the email list had no easy way to view property that had been posted in the past.

Surplus Property wanted a more user-friendly platform, where property could be posted, requested, and easily searched, while also allowing the participants greater control over the amount and type of notifications they received. The end result also tracks the value of items exchanged, saving time and effort for the Surplus Property program.

Property posted or exchanged on MOREuse is for state agency use only. Property is not available to state employees for private use, and may not be donated or sold to any outside agency or individual.

Interested in MOREuse? Go to MOREuse.mo.gov to log in to the application to transfer or reserve property.

Closing the Loop

MSRP partnered with FMDC to ensure that 14 pallets (10 tons) of carpet tiles from a state building were recycled.



If these carpet tiles had been landfilled, they would have filled a 40-cubic yard trash compactor! Interface Carpet manufactured these tiles in the 1980s, and more than 30 years later, they are going to pick these up to be recycled. This is a perfect example of a closed-loop recycling process.

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State Property Reuse Resource

Recycling 101

Should I recycle plastic?

State building waste audits indicate that 80% of the plastics-only waste stream is #1 or #2 plastic bottles, so this is where we focus our time and energy on collections.

There is steady demand for this type of scrap plastic. Volume of material and demand for that material are key considerations when determining what should be collected for recycling.

Please continue recycling your #1 and #2 plastic bottles. Remember reusing (e.g., refillable water bottle) is an option too! Reducing the amount of material needing to be recycled is an important part of the the overall mission of the MSRP!

America Recycles Day November 15

Who: Missouri State Recycling Program (MSRP) + state employees

What: MSRP Exhibit

Where: Harry S Truman Building, Jefferson City

-2nd floor (entire month of November)

-4th floor (November 15 only)

When: 10 a.m. – 2 p.m.

Stop by and sign the pledge on November 15th to receive a pen made from plastic bottles and be entered into a drawing for a t-shirt also made from plastic bottles!

Would you like to organize an event or display for your office? Visit www.americarecyclesday.org for lots of great ideas for America Recycles Day. If you celebrate in your office, be sure to submit photos to be featured in an upcoming newsletter!

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September's featured MIRC member is Glenda Vanderfeltz, a 39-year veteran of state service who has spent the last 29 years working for the Office of Administration in the Purchasing Division. Working at the Truman Building in Jefferson City gives Glenda the opportunity to recycle paper, cardboard, aluminium, plastic, e-waste, cabling, and ink cartridges.

Working in purchasing allows Glenda a front-row view of how much cardboard would go into the trash if recycling weren't an option, and she carries that passion for recycling home with her. "My kids can tell you how grumpy I get when I find a plastic bottle, aluminium cans or boxes in the trash," she said.

Glenda has been married for 28 years and has three children. Her youngest is starting college this fall, her middle child is working, and the oldest is a senior in college. Her first grandchild is due next month. Outside of work, Glenda has a variety of hobbies including camping, reading, group exercise classes, Helias football games, golfing, and attending auctions and estate sales. She would love to visit every National Park as well as every state, and she and her husband would like to be State Park camp hosts.

Reduce, Reuse, Repurpose!

The Harry S Truman Building has several water bottle fill stations, allowing both employees and the public to refill existing bottles. This reduces

waste from disposable bottles. This one has filled the equivalent of 27,909 plastic bottles!



Please send any submissions to recycling@oa.mo.gov. We'd love to see photos of you recycling at work, objects made from recycled products, or anything else recycling-related that you'd like to share!



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MSRP Partners with DNR

The *Missouri Department of Natural Resources* (DNR) is charting the roadmap to getting rid of hazardous waste around the state.

In helping bring awareness to DNR's Environmental Remediation Program, the Missouri State Recycling Program has partnered with DNR to spread the word.

Throughout the year households commonly purchase items that are part of a category of products known as household hazardous wastes (HHW). Improper handling of these products could be harmful to human health. Common problems include air pollution, water contamination, fire and health hazards, and danger to the elderly, children, and pets.

In recognition of *America Recycles Day*, DNR's *Waste Management Program* partnered with the *Office of Administration's State Recycling Program* by setting up an information table at the *Harry S Truman State Office Building*. In an effort to increase awareness of proper handling and recycling of HHW, numerous household items such as cleaners, antifreeze, paint, medicines, mobile phones, and computers were displayed.

When finished with HHW products, households are encouraged to utilize one of the many permanent HHW disposal facilities or one-time collection events throughout Missouri. Proper disposal of HHW is important to the health of our water, air, and land resources.



Racheal Ajayi

Visit MoDNR's website for a list of Permanent Household Hazardous Waste Collection Facilities and *Missouri Materials Management Directory* for local contractors, vendors, and drop-off locations offering recycling, reuse, and disposal services or contact the Waste Management Program at 573-751-5401.

Use household chemicals with care and dispose of them thoughtfully. Read labels carefully when making purchases and invest in safer household cleaning materials. For safer chemical ingredients, check products for EPA's safer choice labels. Simple and naturally derived products such as vinegar, lemons (peel), and baking soda can keep your home safe, healthy, and shining clean.

DECEMBER 2019

Missouri State Recycling Program

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Congratulations

We congratulate Jessica Johnsen for being the winner of the bottle cap challenge that was held on November 14, as the *Missouri State Recycling Program* was promoting *America Recycles Day*. Jessica's prize was a shirt that was made out of recycled bottles.

Recycling News

More State Employees Sign the Recycling Pledge During ARD '19



Numerous employees signed a recycling pledge showing their commitment to sustainable practices at work and at home during *America Recycles Day* (ARD) at the *Harry S Truman State Building* on November 14.

ARD was recognized during the entire month of November, and to bring awareness to recycling within state agencies, the *Missouri State Recycling Program* set up an information table on the fourth floor.

State team members learned more about MSRP and how Missouri agencies were partnering to reduce waste by promoting better stewardship of state resources and ideas.

MIRC Meeting February 4

Who: Missouri Interagency Recycling Committee Members

What: Quarterly Meeting

Where: *Runge Nature Center*
330 Commerce Drive
Jefferson City

When: 1 – 3 p.m.

Kick off 2020 with a discussion of state recycling.

Meet Your 2019

RECYCLING CHAMPIONS

Each year, the *Missouri State Recycling Program* recognizes state agencies and employees for excellence in recycling. The 2019 awards were given on November 15.

Team ITSD, Information Technology Service Division Office of Administration



(L – R) Sarah Steelman, Aaron Stalter, Phil Seeley, Amy Raburn, Steve Siegler, Angie Craig, Russell Blair, Lynn Ratchford, Leslie Berhorst, Kristie Bailey, and Rob Didriksen.

TEAM AWARD

The *Information Technology Service Division* (ITSD) of the Office of Administration continues to impress the *Missouri Interagency Recycling Committee*, with its proven track record of reuse and recycling. From office paper to scrap electronics, numerous employees in different sections of ITSD have stepped up to the plate to ensure that materials are recycled. One of the outstanding characteristics of this team effort is that recycling processes and procedures are communicated from one generation of employees to the next; thereby assuring the long-term sustainability of recycling throughout the division.

Sharon Hultberg, Washington State Park Department of Natural Resources

INDIVIDUAL AWARD

For several years, Sharon has diligently worked to incorporate sustainable practices—including recycling—into the daily operations of Washington State Park (WSP). The Missouri Interagency Recycling Committee was impressed with Sharon's efforts at WSP that allowed the park to save on disposal costs by recycling thousands of pounds of material each year. In addition, thousands of visitors annually get to see many of these sustainable practices first-hand when they visit the park.



Sharon Hultberg with her award.

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